

CLASS TITLE: VOCATIONAL REHABILITATION COUNSELOR II

Class Code: 02843700

Pay Grade: 26A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform complex assessment duties resulting in employment outcomes for individuals with disabilities in connection with a statewide program of vocational rehabilitation to review, evaluate and interpret medical, vocational, educational and psychological data in order to make accurate eligibility and planning decisions based on such information; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude for the exercise of independent judgement; work is subject to review for conformance to rules, regulations and professional standards.

SUPERVISION EXERCISED: As required, may supervise the work of professional subordinates and support staff.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To perform complex assessment duties resulting in employment outcomes for individuals with disabilities in connection with a statewide program of vocational rehabilitation; to review, evaluate and interpret medical, vocational, educational and psychosocial data in order to make accurate eligibility and planning decisions based on such information.

To identify types of disabilities and the functional limitations associated with such disabilities.

To effectively utilize community resources, support services, and rehabilitation technology as they relate to persons with disabilities.

To perform job development, job analysis, and labor market analysis activities and apply those skills to achieving employment outcomes for individuals with disabilities.

To provide responsible vocational counseling and guidance to eligible clients.

To develop, in partnership with clients, effective employment plans with realistic employment goals and to monitor progress towards those goals.

To ascertain economic trends through statistical and demographic research and determinations.

To assist in reviewing cases from a clinical and technical perspective in order to monitor for compliance with laws, rules and regulations.

To keep accurate records and make detailed written reports.

To participate in activities of various committees, councils or commissions as required.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of approved methods and procedures used in vocational rehabilitation including the various related laws, rules and regulations; a thorough knowledge of educational and vocational training opportunities, community rehabilitation and treatment facilities, labor market analysis, employment strategies, and economic trends; the ability to conduct personnel fact-finding interviews, evaluate data, and make accurate and appropriate eligibility decisions; the ability to prepare complete and accurate reports; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a graduate school of recognized standing with a Master's Degree in Rehabilitation Counseling; and

Experience: Such as may have been gained through: employment as a Vocational Rehabilitation Counselor I in a private or public rehabilitation agency.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: March 26, 2000

Editorial Review: 3/15/03